United Nations ST/IC/2005/61/Amend.2

Secretariat

11 August 2006

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Revised salary scales for staff in the General Service and related categories at Headquarters**

1. In accordance with article 12 of its statute, the International Civil Service Commission conducted a comprehensive survey of the best prevailing conditions of employment in New York in 2005 for the purpose of making recommendations to the Secretary-General on the salary scales of staff in the General Service and related categories at Headquarters. The representatives of administration and staff actively participated in all aspects of the survey, including the selection of employers and jobs to be surveyed. In compliance with the Commission's earlier decisions, no separate surveys were conducted in respect of the Language Teacher and the Public Information Assistant categories. Instead, the percentage resulting from the survey for the General Service category was applied to adjust the salary scales of those two categories. The Commission also decided to discontinue, for future rounds, separate surveys for the Security Service and the Trades and Crafts categories and to apply to them the same salary adjustment procedure as the one applicable to the Language Teacher and Public Information Assistant categories. For the present exercise, separate survey results for the Security Service category were used while the salaries of the Trades and Crafts category were adjusted by the same percentage as that established for the General Service category.

2. The Commission concluded that the results of the survey for the General Service category warranted a 1.74 per cent increase over current net salaries in effect on 1 May 2005. On the basis of the recommendation of the Commission contained in the letter of the Chairman of the Commission dated 8 August 2006, the Secretary-General decided to promulgate the revised salary scales for the staff in the General Service and related categories (except the Security Service category), effective 1 November 2005.

* The present circular, which cancels and supersedes both circular ST/IC/2005/61 dated 2 November 2005, and the section relating to dependency allowances and language allowances, as contained in page 4 of circular ST/IC/2005/61/Amend.1 dated 5 May 2006, will be in effect until further notice.

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3. The amount of the dependency allowances is recalculated in the context of the salary survey based on tax abatements provided under United States federal, state and city fiscal legislation. The dependency allowances (in thousands of United States dollars net per annum) are revised as follows:

	Previous amount	Revised amount
Child	2 217	2 083
Except for the first dependent child of a single, widowed or divorced staff member	3 246	2 879
Dependent spouse	3 562	3 336
Secondary dependant	1 307	1 257

The revised amounts will apply only in respect of children, dependent spouse or secondary dependants for whom dependency allowances become payable on or after 1 September 2006. The previous amounts remain payable to eligible staff in respect of children, dependent spouse and secondary dependant already recognized as dependants by decision effective 1 September 2006.

4. The amounts of the first and second language allowances will be revised, effective 1 November 2005, to $1,956 and $978 net per annum, respectively.

5. The revised salary scale for the staff in the Security Service category is also being reissued as part of the present circular in order to reflect the revised dependency and language allowances mentioned in paragraphs 3 and 4 above.

6. The implementation of the revised salary scales, which are contained in the annexes to the present circular, will be reflected in the end of the September 2006 payroll.

7. Those former staff members who left the service of the United Nations between 1 November 2005 and 31 August 2006 will be eligible to receive the retroactive increases that resulted from the implementation of the revised salaries, effective 1 November 2005, upon presentation of a written claim to their former executive offices. Such claims must be made within one year of the date of issuance of the present circular.

Annex

Salary scales for staff in the General Service and related categories at Headquarters

A. Salary scale for staff in the General Service category at Headquarters

(United States dollars)

Effective 1 November 2005

Level		STEPS										
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI
7	(Gross)	61 646	64 480	67 113	69 746	72 380	75 013	77 646	80 280	82 913	85 546	88 180*
	(Gross pension)	60 346	62 800	65 256	67 711	70 166	72 622	75 077	77 533	79 988	82 443	84 899*
	(Total net)	47 674	49 491	51 308	53 125	54 942	56 759	58 576	60 393	62 210	64 027	65 844*
	(Net pension)	47 674	49 491	51 308	53 125	54 942	56 759	58 576	60 393	62 210	64 027	65 844*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
6	(Gross)	55 619	57 835	60 055	62 432	64 809	67 186	69 562	71 939	74 316	76 693	79 070*
	(Gross pension)	54 481	56 611	58 741	60 891	63 107	65 323	67 539	69 756	71 972	74 188	76 404*
	(Total net)	43 158	44 798	46 438	48 078	49 718	51 358	52 998	54 638	56 278	57 918	59 558*
	(Net pension)	43 158	44 798	46 438	48 078	49 718	51 358	52 998	54 638	56 278	57 918	59 558*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
5	(Gross)	50 061	52 066	54 072	56 077	58 082	60 094	62 245	64 396	66 546	68 697	70 848*
	(Gross pension)	49 140	51 067	52 994	54 921	56 849	58 776	60 716	62 722	64 727	66 733	68 738*
	(Total net)	39 045	40 529	42 013	43 497	44 981	46 465	47 949	49 433	50 917	52 401	53 885*
	(Net pension)	39 045	40 529	42 013	43 497	44 981	46 465	47 949	49 433	50 917	52 401	53 885*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
4	(Gross)	45 061	46 876	48 691	50 505	52 320	54 135	55 950	57 765	59 580	61 466	63 442*
	(Gross pension)	44 334	46 079	47 823	49 567	51 311	53 055	54 799	56 543	58 288	60 032	61 833*
	(Total net)	35 345	36 688	38 031	39 374	40 717	42 060	43 403	44 746	46 089	47 432	48 775*
	(Net pension)	35 345	36 688	38 031	39 374	40 717	42 060	43 403	44 746	46 089	47 432	48 775*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
3	(Gross)	40 501	42 147	43 793	45 439	47 085	48 731	50 377	52 023	53 669	55 315	56 961*
	(Gross pension)	39 953	41 534	43 116	44 698	46 280	47 862	49 443	51 025	52 607	54 189	55 771*
	(Total net)	31 971	33 189	34 407	35 625	36 843	38 061	39 279	40 497	41 715	42 933	44 151*
	(Net pension)	31 971	33 189	34 407	35 625	36 843	38 061	39 279	40 497	41 715	42 933	44 151*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
2	(Gross)	36 545	37 978	39 410	40 877	42 366	43 856	45 349	46 839	48 330	49 820*	
	(Gross pension)	36 016	37 449	38 881	40 314	41 746	43 179	44 611	46 043	47 476	48 908*	
	(Total net)	28 940	30 043	31 146	32 249	33 352	34 455	35 558	36 661	37 764	38 867*	
	(Net pension)	28 940	30 043	31 146	32 249	33 352	34 455	35 558	36 661	37 764	38 867*	
	(NPC)	0	0	0	0	0	0	0	0	0	0*	
1	(Gross)	32 979	34 274	35 569	36 864	38 158	39 453	40 778	42 126	43 473*		
	(Gross pension)	32 450	33 745	35 040	36 334	37 629	38 924	40 219	41 514	42 808*		
	(Total net)	26 194	27 191	28 188	29 185	30 182	31 179	32 176	33 173	34 170*		
	(Net pension)	26 194	27 191	28 188	29 185	30 182	31 179	32 176	33 173	34 170*		
	(NPC)	0	0	0	0	0	0	0	0	0*		

Dependency allowances (US$ net per annum)

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum)

First language	1 956
Second language	978

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step.
  Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

  The qualifying criteria for in-grade increases to the long-service step are as follows:

  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

B. Salary scale for staff in the Language Teacher category at Headquarters

(United States dollars)

Effective 1 November 2005

Level		STEPS											
		I	II	III	IV	V	VI	VII	VIII	IX	X	G	G/P*
Language Teacher	(Gross)	67 284	69 699	72 113	74 528	76 942	79 357	81 771	84 186	86 600	89 014	91 429	93 843
	(Gross pension)	65 415	67 666	69 918	72 169	74 420	76 672	78 923	81 175	83 426	85 677	87 929	90 180
	(Total net)	51 426	53 092	54 758	56 424	58 090	59 756	61 422	63 088	64 754	66 420	68 086	69 752
	(Net pension)	51 426	53 092	54 758	56 424	58 090	59 756	61 422	63 088	64 754	66 420	68 086	69 752
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

Work schedule: the yearly schedule of work consists of three terms of 13 weeks each. There is a summer recess and there are scheduled breaks between terms. Leave taken during the recess and the breaks in excess of the annual leave entitlement provided in the Staff Rules is treated as special leave with pay.

Dependency allowances (US$ net per annum):

Child	2 083[a]
	2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a]
	3 246[b]
Dependent spouse	3 336[a]
	3 562[b]
Secondary dependant	1 257[a]
	1 307[b]
	1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

9 Language allowances: not entitled

* Long-service step:
The qualifying criteria for in-grade increases to the long-service step are as follows:

- The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
- The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

C. Salary scale for staff in the Public Information Assistant category at Headquarters

(United States dollars)

Effective 1 November 2005

Level		STEPS I	II	III	IV	V
Tour Coordinator/Supervisor and Briefing Assistant*	(Gross)	54 430	57 124	59 819	62 696	65 586
	(Gross pension)	53 338	55 928	58 517	61 137	63 831
	(Total net)	42 278	44 272	46 266	48 260	50 254
	(Net pension)	42 278	44 272	46 266	48 260	50 254
	(NPC)	0	0	0	0	0
Public Information Assistant II and Tour Coordinator	(Gross)	47 915	49 993	52 072	54 150	56 228
	(Gross pension)	47 077	49 075	51 072	53 069	55 067
	(Total net)	37 457	38 995	40 533	42 071	43 609
	(Net pension)	37 457	38 995	40 533	42 071	43 609
	(NPC)	0	0	0	0	0
Public Information Assistant I	(Gross)	43 946	45 845			
	(Gross pension)	43 263	45 088			
	(Total net)	34 520	35 925			
	(Net pension)	34 520	35 925			
	(NPC)	0	0			

* Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

Public Information Assistant I	6 months
Public Information Assistant II	12 months

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

Dependency allowances (US$ net per annum)

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Language allowances: not entitled.

Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.
Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
NPC:	Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

D. Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

Effective 1 November 2005

		STEPS											
Level		*I*	*II*	*III*	*IV*	*V*	*VI*	*VII*	*VIII*	*IX*	*X*	*XI*	*XII*	*XIII*
7	(Gross)	82 326	85 552	88 778	92 004	95 230	98 457	101 683	104 909	108 135*				
	(Gross pension)	79 441	82 449	85 457	88 465	91 539	94 765	97 991	101 217	104 443*				
	(Total net)	61 805	64 031	66 257	68 483	70 709	72 935	75 161	77 387	79 613*				
	(Net pension)	61 805	64 031	66 257	68 483	70 709	72 935	75 161	77 387	79 613*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
6	(Gross)	76 216	79 219	82 222	85 225	88 228	91 230	94 233	97 236	100 239*				
	(Gross pension)	73 743	76 543	79 343	82 143	84 943	87 743	90 543	93 545	96 548*				
	(Total net)	57 589	59 661	61 733	63 805	65 877	67 949	70 021	72 093	74 165*				
	(Net pension)	57 589	59 661	61 733	63 805	65 877	67 949	70 021	72 093	74 165*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
5	(Gross)	70 058	72 849	75 641	78 432	81 223	84 014	86 806	89 597	92 388*				
	(Gross pension)	68 002	70 604	73 207	75 810	78 412	81 015	83 618	86 220	88 823*				
	(Total net)	53 340	55 266	57 192	59 118	61 044	62 970	64 896	66 822	68 748*				
	(Net pension)	53 340	55 266	57 192	59 118	61 044	62 970	64 896	66 822	68 748*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
4	(Gross)	63 812	66 371	68 930	71 490	74 049	76 609	79 168	81 728	84 287*				
	(Gross pension)	62 177	64 564	66 950	69 337	71 723	74 110	76 496	78 883	81 269*				
	(Total net)	49 030	50 796	52 562	54 328	56 094	57 860	59 626	61 392	63 158*				
	(Net pension)	49 030	50 796	52 562	54 328	56 094	57 860	59 626	61 392	63 158*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
3	(Gross)	59 520	61 494	63 503	65 512	67 520	69 529	71 538	73 546	75 555	77 564	79 572*		
	(Gross pension)	58 230	60 030	61 689	63 762	65 635	67 508	69 381	71 254	73 127	75 000	76 873*		
	(Total net)	46 045	47 431	48 817	50 203	51 589	52 975	54 361	55 747	57 133	58 519	59 905*		
	(Net pension)	46 045	47 431	48 817	50 203	51 589	52 975	54 361	55 747	57 133	58 519	59 905*		
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*		
2	(Gross)	53 682	55 374	57 066	58 758	60 483	62 297	64 112	65 926	67 741	69 555	71 370	73 184	74 999*
	(Gross pension)	52 620	54 246	55 872	57 498	59 124	60 765	62 457	64 149	65 841	67 533	69 225	70 916	72 608*
	(Total net)	41 725	42 977	44 229	45 481	46 733	47 985	49 237	50 489	51 741	52 993	54 245	55 497	56 749*
	(Net pension)	41 725	42 977	44 229	45 481	46 733	47 985	49 237	50 489	51 741	52 993	54 245	55 497	56 749*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	47 834	49 351											
	(Gross pension)	46 999	48 458											
	(Total net)	37 397	38 520											
	(Net pension)	37 397	38 520											
	(NPC)	0	0											

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	1 956
Second language	978

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

  The qualifying criteria for in-grade increases to the long-service step are as follows:

  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade.
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

E. Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

Effective 1 November 2005

Level		STEPS						
		I	II	III	IV	V	VI	VII*
TC-8	(Gross)	76 010	78 674	81 338	84 001	86 665	89 329	91 993
	(Gross pension)	73 552	76 035	78 519	81 003	83 487	85 970	88 454
	(Total net)	57 447	59 285	61 123	62 961	64 799	66 637	68 475
	(Net pension)	57 447	59 285	61 123	62 961	64 799	66 637	68 475
	(NPC)	0	0	0	0	0	0	0
TC-7	(Gross)	71 204	73 716	76 228	78 739	81 251	83 762	86 274
	(Gross pension)	69 070	71 412	73 754	76 096	78 438	80 780	83 122
	(Total net)	54 131	55 864	57 597	59 330	61 063	62 796	64 529
	(Net pension)	54 131	55 864	57 597	59 330	61 063	62 796	64 529
	(NPC)	0	0	0	0	0	0	0
TC-6	(Gross)	66 400	68 758	71 116	73 474	75 832	78 190	80 548
	(Gross pension)	64 591	66 789	68 988	71 187	73 385	75 584	77 783
	(Total net)	50 816	52 443	54 070	55 697	57 324	58 951	60 578
	(Net pension)	50 816	52 443	54 070	55 697	57 324	58 951	60 578
	(NPC)	0	0	0	0	0	0	0
TC-5	(Gross)	61 612	63 814	66 017	68 220	70 423	72 626	74 829
	(Gross pension)	60 136	62 180	64 234	66 288	68 342	70 396	72 450
	(Total net)	47 512	49 032	50 552	52 072	53 592	55 112	56 632
	(Net pension)	47 512	49 032	50 552	52 072	53 592	55 112	56 632
	(NPC)	0	0	0	0	0	0	0
TC-4	(Gross)	57 038	58 949	60 922	62 971	65 020	67 070	69 119
	(Gross pension)	55 845	57 681	59 517	61 393	63 304	65 215	67 126
	(Total net)	44 208	45 622	47 036	48 450	49 864	51 278	52 692
	(Net pension)	44 208	45 622	47 036	48 450	49 864	51 278	52 692
	(NPC)	0	0	0	0	0	0	0
TC-3	(Gross)	52 559	54 332	56 105	57 878	59 651	61 528	63 429
	(Gross pension)	51 541	53 245	54 949	56 653	58 356	60 060	61 820
	(Total net)	40 894	42 206	43 518	44 830	46 142	47 454	48 766
	(Net pension)	40 894	42 206	43 518	44 830	46 142	47 454	48 766
	(NPC)	0	0	0	0	0	0	0
TC-2	(Gross)	48 107	49 731	51 355	52 980	54 604	56 228	57 853
	(Gross pension)	47 262	48 823	50 384	51 945	53 506	55 067	56 628
	(Total net)	37 599	38 801	40 003	41 205	42 407	43 609	44 811
	(Net pension)	37 599	38 801	40 003	41 205	42 407	43 609	44 811
	(NPC)	0	0	0	0	0	0	0
TC-1	(Gross)	43 611	45 093	46 576	48 058	49 541	51 023	52 505
	(Gross pension)	42 941	44 366	45 790	47 215	48 640	50 064	51 489
	(Total net)	34 272	35 369	36 466	37 563	38 660	39 757	40 854
	(Net pension)	34 272	35 369	36 466	37 563	38 660	39 757	40 854
	(NPC)	0	0	0	0	0	0	0

Dependency allowances (US$ net per annum):

Child	2 083[a] 2 217[b]
Except for the first dependent child of a single, widowed or divorced staff member	2 879[a] 3 246[b]
Dependent spouse	3 336[a] 3 562[b]
Secondary dependant	1 257[a] 1 307[b] 1 318[c]

Language allowances (to be included in pensionable remuneration) (US$ net per annum):

First language	1 956
Second language	978

[a] Payable to staff who become eligible on or after 1 September 2006.
[b] Payable to eligible staff on board and already in receipt of amount prior to 1 September 2006.
[c] Payable to eligible staff on board and already in receipt of amount prior to 1 June 2004.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  The qualifying criteria for in-grade increases to the long-service step are as follows:
  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
  - The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.